

# **State Certification**

To operate on the Federal Exchange for Plan Year 2017, Agents and contracted Assisters of all types must be certified by Kentucky's State Based Marketplace on the Federal Platform (SBM-FP).

To become certified you must successfully complete all required training according to your role.

## **Required Training**

- **FFM Training**
  - All participants, both Agents and Assisters must complete the FFM Training for their role.
    - [Click here for Agent Training](#)
    - [Click here for Assister Training](#)
- **benefind Training\***
  - All Assisters must complete benefind training.
  - Agents who wish to assist Medicaid applicants or households with both QHP and Medicaid eligible individuals must complete benefind training.
- **benefind SNAP Application Training\***
  - All Assisters must complete benefind training.
  - Agents must complete benefind training to assist Medicaid applicants or households with both QHP and Medicaid eligible individuals.

*(KOHBE will forward an announcement when this training becomes available)*

After you have completed FFM training, the system will generate a completion certificate. You will need to save or print a copy of each certificate and send to Kentucky Office of Health Benefit and Information Exchange. KOHBIE is required to maintain all certifications for Agents and Assisters. You must provide proof of certification to be added to the Find Agent or Assister search function for the state of Kentucky.

Send certificate to the following:

Email: [khbe.kynect@ky.gov](mailto:khbe.kynect@ky.gov)

Fax 502-573-2090 Attn. Agent/Assister Certification

Mail: KOHBIE  
Attn: Agent/Assister Certification  
8 Mill Creek Park  
Frankfort, KY 40601